



TALBOT COUNTY PLANNING & ZONING OFFICE

Chapter 190, Article IX §190-183 Use Certificates

A. Purpose:

Use certificates provide a means for administrative review and approval of temporary uses and certain land uses that require periodic approval or are permitted subject to compliance with conditions.

B. Uses requiring a use certificate:

A use certificate shall be required for temporary uses and for any land use for which Chapter 190, §190-100 requires a use certificate. (Examples: portable storage units, temporary carnivals, sales office accessory, etc.)

C. Procedures:

(1). An application for a use certificate may require a plot plan or, if applicable, copies of the approved site plan. The Planning Director shall send the application to other agencies having jurisdiction over the proposed use.

(2). The Planning Director may refer the application to the Planning Commission for its recommendation on conditions or standards necessary to ensure that the proposed use meets the standards for temporary uses or the requirements for a particular use.

(3). The Planning Director shall issue the certificate if:

(a). The proposed use complies with all requirements of this Chapter.

(b). The proposed use complies with Health Department requirements.

(c). The proposal does not require changes to site improvements such as structures, parking, access and buffering, and does not require site plan review in accordance with Chapter 190, §190-184 of the Talbot County Code. If a site plan is required, the site plan process shall be followed instead of the use certificate process.

D. Revocation:

The Planning Director may revoke a use certificate if requirements of this Chapter or conditions of approval are violated.

*This application shall be delivered to Talbot County Planning & Zoning Office, along with site plan if applicable if applies and the filing fee which is \$50.00 at least **30 days** **PRIOR** to the use or activity is to begin. Checks shall be made payable to **Talbot County, Maryland.***



Talbot County Planning and Zoning Office
215 Bay Street, Suite 2, Easton, Maryland 21601
Telephone: 410-770-8030 Fax: 410-770-8043

Date Received: _____

Application No.: _____

Date Paid: _____

“USE CERTIFICATE APPLICATION”

Applicant’s Name: _____

Applicant’s Address: _____

Telephone Number(s): _____ Cell Phone Number: _____

Location of Property: _____

Tax Map: _____ Grid: _____ Parcel: _____ Lot: _____ Zone: _____

Beginning Date/Time: _____ Ending Date/Time: _____

Is removal of vegetation required? Y / N

Is Connection to water or septic system required? Y / N

Detailed Description of the Request: (use attachment if necessary; submit drawing or site plan if applicable.)

For Office Use Only:

Date Completed: _____ Reviewed by: _____

Final Decision: _____

Date Issued: _____ Date of Expiration: _____

Date(s) of Event: _____